

S E C R E T

CRAFT

Approved For Release 2001/07/12 : CIA-RDP84-00933R000500140002-2

DDCI Goals Meeting - 27 March 1980

GOAL: 6 - Improve overseas crisis management through CRAFT, file reduction, and other measures.

25X1A

PRESENTERS: [REDACTED] C/IMS  
[REDACTED] S/OPEG

PROGRESS TO DATE:

A station in crisis faces two incompatible information management requirements: reporting requirements go up at the same time that existing records must be destroyed. Old information gets in the way of current requirements. To attack the records destruction problem, the DDO has established a three-pronged approach. First, stations should destroy as much information as possible before the crisis; secondly, handle as much information as possible via electrical means; and third, microfiche what must be retained in the field.

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[REDACTED]  
time, as the first stage of this program. The DDO instructed the Information Management Staff in January 1980 to monitor outgoing pouches, eliminating anything that appeared to be unnecessary for the field. Our microfiche program now extends to more than [REDACTED] for local indices. All stations have all their [REDACTED] on microfiche already.

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In recent months, area divisions have improved and expanded several existing programs, notable:

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[REDACTED]

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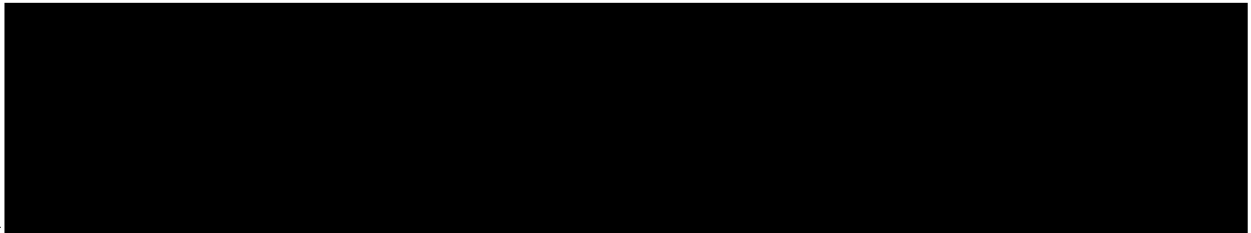


EXPECTED FUTURE MILESTONES:

The long-term solution to the records destruction and storage problem is CRAFT. This will exponentially enhance field security by keeping chronos, indices, and other specialized holdings in machine form which can be very rapidly destroyed and yet is available for speedy recall whenever needed. We are presently in the process of examining ways and means to accelerate the basic CRAFT program. We originally aimed at automating up to [REDACTED] by 1984. Acceleration could lead to automating as many as [REDACTED] to some extent within the same period.

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S E C R E T

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<b>OFFICIAL ROUTING SLIP</b>			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Mr. Johnson		J
2	D/O D P		
3	DD		25
4			
5	File Craft -		
6			
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
<b>Remarks:</b> Thought you might be interested in attached - Backup paper for DDO goals mtg w/ (27 March) DDCe. <span style="float: right;">82</span>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
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